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DDA 85-0060/18
10 May 1985

MEMORANDUM FOR: Acting Director of Central Intelligence

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 10 May 1985

DD/A REGISTRY
FILE: 100-13

1. Progress reports on tasks assigned by the DCI/DDCI:

None.

2. Items/events of interest:

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b. General and Mrs. James L. Dozier confirmed their planned participation in the Office of Security's (OS) security awareness program. They will address an Agency-wide audience on the topic, "International Terrorism and Hostage Experience" on Wednesday, 10 July from 1000 to 1130 hours in the Headquarters Auditorium.

c. During the reporting period, the Clearance Division/OS exceeded the new weekly requirement for closing Staff and Staff-like cases by granting one hundred and one security clearances.

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h. OC Area Chiefs' Conference was held [redacted]
[redacted] from 5 to 7 May. The participants included the Area Chiefs
[redacted] and senior OC management from
Headquarters. The conference was very successful in that it provided senior
OC management an opportunity to address and exchange different views on
communications related issues facing the Office today.

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j. An OP representative attended the 29 April hearing held by the
Post Office and Civil Service Committee on the supplemental retirement
program. The testimony by the officials of the U.S. Chamber of Commerce was
the highlight of this hearing. The officials attempted to promote a
(supplemental) retirement program for new and future Federal employees

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that would adopt the common practices of private sector retirement programs versus the current Civil Service Retirement System (CSRS) plan. This approach ran into extreme opposition from the Committee members who appear committed to developing a supplemental program with benefits at least equivalent to the current system.

k. OP representatives from the Retirement and Insurance Operations Divisions attended an Office of Personnel Management (OPM) training course on the Civil Service Spouse Equity Act (P.L. 98-615). The course focused on both survivor annuity and health benefits entitlements that will be offered under this law. The forms, regulations, and implementing instructions from OPM have not yet been finalized even though the law took effect on 7 May 1985.

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1. On 1 May, the DDCI approved a recommendation made by OP for a new pay level for secretaries who support SIS-1/2 supervisory positions. The new pay level is called GSB-07 and has pay rates which fall between the GS-07 and GS-08 levels. Components are in the process of identifying those secretaries who meet Directorate time-in-grade guidelines and are otherwise eligible so that conversion actions for affected secretaries can be effective 12 May 1985.

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m. To support the expansion of Central Travel Services/OP Apollo satellite system, the required communication lines have been installed between Headquarters and [redacted]. The new lines will allow the passive Apollo satellite unit [redacted] to be converted to an active mode. The active unit will be staffed by a resident travel specialist who will serve the domestic TDY travel ticketing requirements for Agency components in and near the [redacted].

n. A request to transfer an additional 130 cubic feet of OSS records has been submitted to the National Archives and Records Administration (NARA). This is the fifth group of OSS records offered to NARA, and it includes all Washington/Field Station Records. The transfer is expected to be made at the end of the month.

o. On 3 May, the Agency's liaison officer with the Office of the Federal Register hand-carried a new Federal regulation concerning the Agency Security Protective Service (SPS) to the Office of the Federal Register for publication on 6 May. OS requested expedited service in order that SPS could assume the police security function for Agency facilities in the United States from the General Services Administration on 6 May. The editorial and publications staff of the Federal Register were cooperative and the deadline was met.

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q. The Topical Issues Branch/OTE has completed another successful running of the segment on "Threats to the Security of the United States" for the Career Trainee Development Course. The week-long segment examines major current concerns of the United States Government, including the Soviet system and international communism, terrorism, insurgency, and international narcotics trafficking. A highlight of the course was a presentation by Dr. Penelope Hartland-Thunberg of Georgetown University's Center for Strategic and International Studies on the Third World debt crisis and its implications on the industrialized West.

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t. Centex Construction Company reported that they were one week ahead of schedule in finishing the new building's foundations. Upon completion of the foundations, the erection of the building's steel skeleton will begin. This should occur in about one month. Centex is also building the forms for the building's exterior wall.

u. Renovations to the cafeterias at Headquarters Building are continuing. In the South Cafeteria, painting of the new ceiling in the mezzanine area has been completed. The contractor, having completed preparations for the millwork and trim, will finish painting, carpeting, and installation of the dividers and railings in the North and South Cafeterias in Headquarters Building by 7 June. New tables and chairs have been received and will be placed in the cafeterias by 10 June.

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v. The Office of Logistics (OL) received final acceptance of the barricades system at Headquarters and all deliverables under the contract from OS on 6 May. Various electrical problems had plagued the system since installation in November 1984.

3. Significant activities anticipated during the coming week:

None.

Mally E. Fitzwater

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DDA/MS: [REDACTED]; 10 May 85: [REDACTED]

Orig - DCI

1 - DDCI

1 - EXDIR

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1 - OLL [REDACTED]

1 - Ea. DA OD (via AIM/Wang)

1 - SSA/DDA

1 - DDA/CMS

1 - DDA/MS

1 - DDA/EEO

1 - DDA Subj

1 - HEF Chrono

1 - EO Subj

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